

Staff Council Executive Committee Meeting
May 15, 2003, 2:30 p.m. – 4:30 p.m.
603 JB

Present: Chris Annicella, Ella Born, Vicki Brown, Charlie Eastham, Hazel Kerr, Janice Simmons-Welburn, Michelle Wichman

1. **Called to order** at 2:35 p.m.
2. Charlie Eastham welcomed new Executive Committee (EC) members.
3. **Approval of Minutes:**
 - 4/10/03 Executive Committee meeting minutes approved as presented.
 - 4/22/03 Executive Committee meeting with President Skorton minutes approved as amended.
4. **Issues for Discussion:**
 - a. Staff Celebration Day: Nothing new to report.
 - b. Resignation of Mary Freitag: Charlie read to the EC the email that Mary sent. He said that he replied to Mary and accepted her resignation. It was suggested that perhaps we could ask Mary to act as an ambassador and recruit other staff in Des Moines who might be interested in serving on Staff Council. Charlie reviewed the process for filling the vacancy as outlined in the Staff Council Bylaws. He said he would call for nominations from the floor at the June Staff Council meeting.
 - c. Council membership status of Joy Kross: Joy's position with the University was recently reclassified to a P & S position. Charlie mentioned that according to the Bylaws, she can complete this year as an MSE/C representative. If she chooses, she then would be eligible to run for Council again under the Academic/Administrative category in the next election.
 - d. Coke funds budget report: Charlie announced that \$50,000 of the new Coca Cola contract with the University has again been designated for Staff Council's use to sponsor and support various programs on campus. Charlie distributed a handout of the Coke Funds Budget FY03 and dated 5/15/03. The EC discussed at length the possibility of changing percentage allocations for the various categories of support. It was decided to change the percentages for four of the five categories. Charlie said that he would provide the information to Dave Martin and that he would add this item to the agenda for the June Staff Council meeting. A question was raised as to the possibility of asking for an increase in the amount that Staff Council can have to work with.
 - e. Meeting with President Skorton on April 22nd: Charlie initiated some follow-up discussion of President Skorton's interest in establishing benchmarks for University of Iowa staff. The EC wondered if this is something that Central Human Resources (HR) should do or perhaps already does. It was pointed out that there is much difficulty in defining similar positions at other institutions in order to be able to do data analysis. Someone suggested the possibility of asking Sue Buckley to attend a future EC meeting to discuss this issue with the EC. Charlie said that he would check with Sue.
 - f. Faculty/Staff Budget Committee update: Janice provided a brief background of this committee for the new members of the EC. Dave Martin will be proposing a Bylaws change some time in the near future to revise this committee's description. Discussion ensued regarding the EC's role

in determining staff membership of the Joint Budget Committee. It was asked if the EC will continue to appoint members and if so, if it will be selecting members from the current Staff Council membership. It was also asked if Michael Wichman would be rotating off in the fall and if the EC would need to appoint a new member to fill that vacancy.

- g. Staff Council Retreat follow up: Charlie said that in the fall he would like to start allowing 30 – 45 minutes of Staff Council meeting time for broad, philosophical discussions of University budget matters. The EC discussed the value of having a facilitator for these discussions. If there were to be a facilitator, who would it be? Someone suggested asking Staff Councilors to volunteer to act as facilitator. It was also suggested to ask Pat Kenner to attend an EC meeting to discuss with the committee the role of a facilitator. Charlie said that he would like to have discussions that centered on increasing health care costs at the September and October Staff Council meetings.
 - h. Guests for future Staff Council meetings: Charlie said that Charlotte Westerhaus has made a commitment to be a guest at a future Staff Council meeting. Della McGrath is on Charlie's list of potential guests to contact, but she has not yet been invited. Other suggestions for potential guests included Vice President Doug True and Richard Saunders from Staff Benefits in Central HR.
5. **Items for the Agenda for meeting with President Skorton**: The EC put together a short list of agenda items.
 6. **Pending Items**: The EC quickly reviewed the Action Items and a few additions were made for Charlie to follow up on.
 7. **Other stuff/matters from the Staff Council meeting**: Ella mentioned suggestions were made at the Staff Council retreat to consider changing the date and time of that event. There also was some discussion at the retreat regarding having social events for Staff Council. Ella suggested having these items on future agendas for the EC. It was also mentioned that there was some discussion at the retreat regarding having closed sessions at regular Staff Council meetings.
 8. **Adjourned** at 4:32 p.m.

Future Executive Committee Meetings:	Future Executive Committee Meetings with President Skorton:
	Tuesday, 5/20/03, 8:00 – 9:00 a.m.
Wednesday, 6/18/03, 2:30 – 4:30 p.m.	Wednesday, 6/25/03, 8:00 – 9:00 a.m.
Wednesday, 7/16/03, 2:30 – 4:30 p.m.	Tuesday, 7/22/03, 8:00 – 9:00 a.m.
Wednesday, 8/20/03, 2:30 – 4:30 p.m.	Tuesday, 8/26/03, 8:00 – 9:00 a.m.
Wednesday, 9/17/03, 2:30 – 4:30 p.m.	
Wednesday, 10/15/03, 2:30 – 4:30 p.m.	
Wednesday, 11/19/03, 2:30 – 4:30 p.m.	
Wednesday, 12/17/03, 2:30 – 4:30 p.m.	

Respectfully submitted,
Ella Born, Staff Council Secretary